

PUNE DISTRICT EDUCATION ASSOCIATION'S

BABURAOJI GHOLAP COLLEGE, SANGVI, PUNE 411027

Internal Quality Assurance Cell (IQAC)

ACADEMIC YEAR – 2018-19

**IQAC meeting minutes and action taken report: Dated 31-03-2020 (Online)**

Agenda	Matters raised by/ suggestions given by.	Outcome of discussions (minutes)	Action Taken.
To collect data for AQAR 2019-20	Dr. S. V. Jagtap	The method for data collection for AQAR 2019-20 was discussed	All the head of departments and committee chairmen were given formats of new AQAR to be filled in next term.
Plan of action (perspective plan) from the year 2020-21.	Dr. N. L. Ghorpade	Chairman, IQAC discussed the action plan and academic calendar of college for next academic year 2020-21.	Departments were instructed to prepare their own academic plans and calendars in accordance with college action plan. Coordinator IQAC was asked to look into it.
To prepare plan for examinations in COVID-19 scenario.	Mr. B. U. Kangude	Discussions were held on the possible process of examination under COVID-19 scenario with SPPU and state govt guidelines.	Exam committee was instructed to look into the possibilities and preparedness of college infrastructure.
To establish suitable LMS in the college.	Dr. N. L. Ghorpade	The establishment of proper Learning Management System (LMS) was discussed at length.	IQAC and administrative office was instructed to carry out required efforts to establish LMS in the college.
To establish online mechanism for students feed back	Dr. M. S. Misar	A web based online feedback system perspectives were discussed.	Feed back and website committees were asked to prepare and work out online feedback mechanism.

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To plan strategies for improvements a in admission process	Dr. L. K. Nikam	For Academic year 2020-21, an admission process under covid-19 situations has been discussed.	The admission committee and administrative office was asked to prepare mechanism considering government guidelines.
To prepare and publish prospectus for AY 2020-21.	Dr. Y. B. Khollam	The new design of prospectus for AY 2020-21 was discussed	Admission committee was instructed to design and prepare prospectus.
To establish a modern infrastructure for new B. Voc. Programs.	Dr. Y. B. Khollam	The necessity and requirement of modern infrastructure was discussed in details.	Concerned departments and administrative office were asked prepare requirements.
To take review of curricular and extracurricular activities.	Dr. L. K. Nikam	Vice principal took review of curricular and extra-curricular activities conducted in the college throughout year.	IQAC appreciated the activities held during academic year.

  
 IQAC Coordinàtor  
 Coordinator, IQAC  
**BABURAOJI GHOLAP COLLEGE**  
**SANGVI, PUNE-411027**

  
 Principal and IQAC Chairman  
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